



2026 Federal-aid Overview Seminar

Project Development - Letting Agenda

Time	Agenda Item	Time	Agenda Item
8:00 - 8:30	Registration		Initial Project Development - Niki Stinn
8:30	Welcome – Local Systems Bureau		<ul style="list-style-type: none"> • Project Scheduling • Funding Agreement • Concept Statement • Project Tracking & Activation • Schedule Items & Submittals • Funding & Plan Divisions • Engineer's Estimate & Funding • Transfer of Information for Contracts
	<ul style="list-style-type: none"> • Introductions • Purpose and Format • Breaks and Facilities • General DOT contacts • Website Resources 		
	Welcome - FHWA		
	Federal-aid Basics - Sarah Okerlund	11:45 - 1:00	Lunch (on your own)
	<ul style="list-style-type: none"> • Written Guidance • Administering Bureau (I.M. 1.000) • Stewardship & Oversight Agreement • Planning and Programming • Consultant Selection - PE/CE • FHWA Authorization • Reimbursement 	1:00	Design and Plan Reviews – Iowa DOT Lettings – Jenifer Bates
	Discretionary Grants & Earmarks – Jacob Page		<ul style="list-style-type: none"> • Major Project Milestones • Concept Statement • Design Guidelines • Design Exception Process • Preliminary Plans • Check and Final Plans • PDCs, PIFS, and all the other things • Project Turn In • Project Development Takeaways
	In-Kind Contributions and Local Lettings – Grant Team		Other Permits – Micah Loesch
	<ul style="list-style-type: none"> • In-Kind Contributions • Local Lettings • Consultant Selection 		<ul style="list-style-type: none"> • 404 Permit • Iowa DNR Flood Plain Permit • NPDES Storm Water Permit • Work on Iowa DOT Right-of-way
	Civil Rights – Tracey Bradley, Micah Loesch		Break and Refreshments (provided)
	<ul style="list-style-type: none"> • Title VI • ADA 		Utilities and Railroads – Micah Loesch
	Break and Refreshments (provided)		<ul style="list-style-type: none"> • Utility Relocations • Railroads
	Project Programming - Niki Stinn		Contract Letting and Award – Iowa DOT Process – Stacy Ryan
	<ul style="list-style-type: none"> • TIP/STIP Programming • STIP Revision Process • CFYP/STIP – Entry of Project Details 		<ul style="list-style-type: none"> • Federal Requirements • Project Design Preparation • Contract Time • The Letting Schedule • Working Days – Review Days • Addendums • Contract Award Process • Subcontract Authorizations
	Environmental Review - Location & Environment (Jill Garton, Brock Struecker, Brennan Dolan, MacKenzie Rosenboom)	3:30	Closing Remarks – Local Systems Bureau
	<ul style="list-style-type: none"> • Threatened and Endangered Species • Section 106 of the National Historic Preservation Act of 1966 including Section 106, applications, compliance steps, archaeological and historic surveys, consultation, SHPO review, and Transportation Alternatives Program • National Environmental Policy Act (NEPA) and Section 4(f) including key points of NEPA, Section 4(f), NEPA classifications, and NEPA clearances, TPMS • Iowa DNR Water Trails and Paddling Routes 		<ul style="list-style-type: none"> • Top Things to Remember